



COUNTY OF LOS ANGELES

DEPARTMENT OF HUMAN RESOURCES

HEADQUARTERS

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MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

June 9, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROPRIATION ADJUSTMENT TO TRANSFER WORKPLACE
RETRAINING FUNDS APPROVED
IN BARGAINING FOR EMPLOYEES REPRESENTED
BY THE SEIU LOCAL 660 (3-VOTE)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve an appropriation adjustment transferring \$151,000 from the Department of Human Resources' Service Employees International Union (SEIU) Local 660 Labor-Management Training Fund to specified departments to implement training programs for employees represented by the Local 660 as approved in bargaining and by the SEIU Local 660 Labor-Management Committee.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

This Office and the SEIU Local 660 Joint Labor-Management Training Fund Committee have identified and approved training programs that require budgetary actions by your Board before the end of Fiscal Year 2004-05. This letter reflects recommended funding allocations to the following departments:

Department/Budget Unit	Description of Program	Amount
Parks & Recreation	Turf Grass Management; and Computer Training	\$24,000
Probation	Technical Clerical Training for Probation Employees	\$117,000
Registrar-Recorder	Math Preparation	\$10,000
TOTAL		\$151,000

IMPLEMENTATION OF STRATEGIC PLAN GOALS

Funding for these programs is consistent with Countywide Strategic Plan objectives related to Workforce Excellence. Management and the SEIU Local 660 Joint Labor-Management Committee recognize the importance of training and career development of employees within the Unit in order to have a stable, highly qualified and effective workforce in the delivery of services to the public.

FISCAL IMPACT/FINANCING

This recommendation will effect the transfer of \$151,000 approved in the Fiscal Year 2004-05 Adjusted Allowance to identified departments for implementation of training programs approved by the SEIU Local 660 Joint Labor-Management Committee.

Funding for this recommendation is available from the Department of Human Resources' SEIU Local 660 Labor-Management Training Fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On December 16, 2003, your Board approved the Memoranda of Understanding, Article 33, with the SEIU Local 660, which authorized \$1.5 million for Workplace Retraining fund activities. The funding is allocated in the following program areas, and managed by Joint Labor-Management Committees:

- Workplace Retraining
- Clerical, Supervisory Clerical and Office Services
- Office Ergonomics

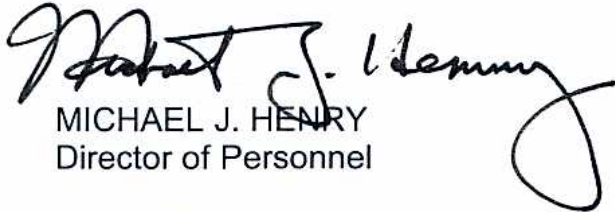
The primary purpose of these funds is to provide retraining for employees adversely affected as a result of organizational restructuring and/or reengineering ordered by the Board of Supervisors. In addition, these parties agreed that the Joint Labor-Management Committee may utilize all or any portion of, the training funds to provide training to enhance skills, and career development for employees in specific bargaining units represented by the SEIU Local 660.

The purpose of this appropriation adjustment is to allocate funding to the specified departments to train and/or retrain employees represented by the SEIU Local 660 as previously specified.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this recommendation would allow your Board to provide training and/or retraining to employees represented by the SEIU Local 660 as previously specified.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael J. Henry", is written over the printed name and title.

MICHAEL J. HENRY
Director of Personnel

MJH:MCF
GCJ:EPG

Attachments

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor-Controller
Parks and Recreation
Probation
Registrar-Recorder/County Clerk

REQUEST FOR APPROPRIATION ADJUSTMENT
HUMAN RESOURCES

NO.

June 9, 2005

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR

ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2004-05
3-VOTE

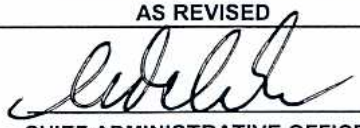
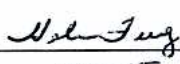
SEE ATTACHED FOR DETAILS

JUSTIFICATION

The purpose of this appropriation adjustment is to allocate funding to the specified departments to train and/or train employees represented by SEIU Local 660.


ADMINISTRATIVE DEPUTY

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR---	ACTION	APPROVED AS REQUESTED <input checked="" type="checkbox"/>	AS REVISED
<input checked="" type="checkbox"/>	RECOMMENDATION	JUNE 9 20 05	 CHIEF ADMINISTRATIVE OFFICER
AUDITOR-CONTROLLER NO. 368	BY  JUNE 8 20 05	APPROVED (AS REVISED): BOARD OF SUPERVISORS	20 BY DEPUTY COUNTY CLERK

DEPARTMENT OF HUMAN RESOURCES
LOCAL 660 TRAINING FUNDS
BUDGET ADJUSTMENT
FISCAL YEAR 2004-05

(3-VOTE)

SOURCES:

DEPARTMENT OF HUMAN RESOURCES
SERVICES AND SUPPLIES
A01-HM-11201-2000

151,000

USES:

PARKS & RECREATION
SERVICES AND SUPPLIES
A01-PK-27640-2000

24,000

PROBATION
SERVICES AND SUPPLIES
A01-PB-17390-2000

117,000

REGISTRAR-RECORDER
SERVICES AND SUPPLIES
A01-RR-11300-2000

10,000

TOTAL

151,000

151,000

BA#368 . JUNE 8, 2005
John Long

COUNTY OF LOS ANGELES

DEPT'S.

REQUEST FOR APPROPRIATION ADJUSTMENT
HUMAN RESOURCES

NO.

June 9, 2005

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[Signature]
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		DEPUTY COUNTY CLERK	

DEPARTMENT OF HUMAN RESOURCES
LOCAL 660 TRAINING FUNDS
BUDGET ADJUSTMENT
FISCAL YEAR 2004-05

(3-VOTE)

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